

**DODGE COUNTY HEALTH FACILITIES COMMITTEE MEETING
ADMINISTRATION BUILDING
127 EAST OAK STREET, ROOMS 1H & 1I, JUNEAU, WI 53039**

February 2, 2021

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 8:02 a.m. with the following members present:
2. **ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD ATTENDANCE:**

COMMITTEE MEMBERS PRESENT

Larry Bischoff
Lisa Derr
Dan Hilbert (via Teams meeting)
Karen Kuehl

NON-COMMITTEE MEMBERS PRESENT

Dave Frohling, County Board Supervisor
Joseph Marsik, County Board Supervisor

Russell Kottke, County Board Chairman KAW
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ALSO PRESENT: Jim Mielke, Dodge County Administrator; Kim Nass, Dodge County Corporation Counsel; Justin Reynolds, Dodge County IT Director; Ed Somers, Clearview Executive Director/Administrator; Nicole Grossman, Director of Finance; Jackie Kuhl, Brain Injury Coordinator; Erin Blank, Director of Nursing; and Jill Soldner, Administrative Secretary.

3. **MOMENT OF SILENCE IN MEMORY OF MARY ANN MILLER:** A moment of silence was observed in memory of Mary Ann Miller, who passed away in January 2021.
4. **PUBLIC COMMENT:** None.
5. **ELECTION OF HEALTH FACILITIES COMMITTEE SECRETARY:** Chairman Bischoff called for nominations for the office of Secretary of the Health Facilities Committee. Motion by Derr to nominate Karen Kuehl as Secretary of the Health Facilities Committee; seconded by Hilbert. Motion by Derr; seconded by Hilbert, to close nominations and cast a unanimous ballot for Karen Kuehl as Secretary. Motion carried.
6. **APPROVAL OF MINUTES OF THE JANUARY 6, 2021 MEETING:** Motion made by Derr to approve the January 6, 2021 Health Facilities Minutes; seconded by Kuehl. Motion carried.
7. **VOLUNTARY AND INVOLUNTARY DISCHARGES:** There were seven voluntary discharges and zero involuntary discharges to report.
8. **CENSUS REPORTS (January 2021 average census):**

Clearview Brain Injury Center:	14.2 (30 bed capacity)
Clearview:	89.5 (120 bed capacity)
Clearview Behavioral Health 1/2/3/4:	31.4 (40 bed capacity)

ICF-IID (formerly FDD):	33.7 (46 bed capacity)
Trailview	3.7 (4 bed capacity)
Clearview Community Group Home:	3.4 (4 bed capacity)
Northview Heights (CBRF):	16.5 (20 bed capacity)

9. **Therapy Services Request for Proposal ("RFP") Results:** Executive Director Somers reviewed the timeline of the Request for Proposal ("RFP") process for therapy services. An RFP was released on December 1, 2020. Several firms made inquiries and had additional questions; three addendums were issued. Seven proposals were received on December 21, 2020. Technical proposals were reviewed by the Selection Committee between December 22, 2020 and January 5, 2021. On January 5, 2021, the Selection Committee discussed technical proposals, reviewed pricing, and selected three firms (Aegis Therapies, HealthPRO Heritage, and Achieve Therapy) for interviews between January 6 and 8, 2021. The Selection Committee was made up of Clearview's Administrator, the Director of Nursing, the Finance Director, and the Rehab Director. HealthPRO Heritage ("HealthPRO") was the unanimous choice. HealthPRO has extensive experience with traumatic brain injuries and sub-acute rehabilitation. Annual savings to Clearview will be \$68,863.58, based on 2019 therapy volume. Dodge County will no longer supply IT equipment. All therapists offered positions will be at their current salary or more with equivalent benefits.

10. **CLOSED SESSION:** Entertain a motion to convene in closed session pursuant to Section 19.85(1) (e) and (g), Wis. Stats., for purposes of conducting specified public business of a competitive nature and conferring with legal counsel for the governmental body rendering oral advice concerning litigation it is likely to become involved; specifically, Clearview Therapy Contract.

A roll was taken. Motion carried by unanimous vote of all members present to enter into closed session at 10:46 a.m.

Motion by Kuehl; by Derr, to return to open session and take action, if any, regarding closed session subject matter, at 11:55 a.m.

Motion by Derr to rescind or withdraw the contract with HealthPRO Heritage due to concerns discussed in Closed Session, seconded by Hilbert. ~~Motion withdrawn by Derr after discussion.~~

~~Motion by Derr to go forward with the HealthPRO contract seconded by Kuehl. One aye (Derr), two noes (Kuehl and Hilbert), and one abstained (Bischoff). Motion failed. Discussion ensued regarding the impact of the failed motion. It was determined that because the contract has been executed, the motion/outcome is moot.~~

11. **ADMINISTRATOR'S REPORT:** PowerPoint presentations were given by Executive Director Ed Somers and Finance Director Nicole Grossman.

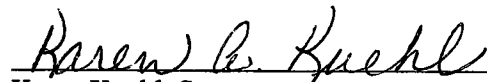
- **Discussion of Evening and Weekend Receptionist Position:** Clearview currently has nighttime and weekend reception area coverage consisting of Hospitality Service Aides ("H.S.A.s"). There has been complaints that staff working at reception are not familiar with the switchboard, answering the door, and directing visitors. Often times there is no one at the desk so staff from the Brain Injury Center are called to the reception area to assist. Clearview would like to create new positions for regular evening and weekend part-time receptionists to provide coverage 4:00 p.m. to 8:00 p.m. weekdays and 9:00 a.m. to 5:00 p.m. weekends. H.S.A. staff are not eligible for benefits and only receive cost of living wage increases. Receptionists will be eligible for benefits as well as raises. After discussion with the

Committee, it was agreed to bring a Resolution to the March 3, 2021 meeting. Human Resources meets on March 2, 2021.

- **Update: CertainTeed Class Action Settlement:** As previously reported, Clearview received its first settlement payment in the amount of \$60,614.38 on March 10, 2017. The second distribution of settlement funds will be based on the available net settlement funds, subject to pro-rata adjustments. The distribution will be considered no sooner than April or May 2021, based on the length of time that is required to reconcile all claims timely submitted. Class action members will be contacted by mail.
 - **Financial Update ~ Nicole Grossman:** Finance Director Grossman updated the Committee with the 2020 budget status and year-to-date financials through December 31, 2020.
 - An additional \$26,100.00 in COVID funding was received on February 1, 2021. The total COVID funding received since April 17, 2020, is \$2,052,041.56.
 - **Update: COVID-19:** Executive Director Somers presented the Committee with the following updates on COVID-19:
 - **Testing:** Dodge County's positivity rate has dipped below 10% (as of February 1, 2021, at 7%) and Clearview is no longer in outbreak status. Clearview is required to test residents and staff once a week. If Dodge County falls below 5% and Clearview remains out of outbreak status, testing will go to once a month for residents and staff. The State of Wisconsin has committed to fund required testing through March 2021.
 - **Household COVID Status:** As of today's meeting, none of the households at Clearview are under quarantine or in isolation. Indoor visitation will resume on Monday, February 8, 2021, in the Chapel should Clearview experience no further outbreaks.
 - **Personal Protective Equipment Inventory:** An update on Clearview's Personal Protective Equipment ("PPE") inventory as of January 26, 2021, was provided.
 - **COVID Vaccine:** Clearview is not mandating the vaccine (most county homes are not). Ninety percent (90%) of Clearview's residents, 53% of full-time staff, and 22% of part-time staff have received at least the first dose of the vaccine. According to LeadingAge, the national percentage is 80% of residents and 37% of staff having received the vaccine.
12. **NEXT MEETING DATE AND TIME:** *Wednesday, March 3, 2021, at 8:00 a.m.*, in Rooms 1H and 1I, 127 East Oak Street, Juneau, Wisconsin.
13. **ADJOURN:** There being no further business to come before the Committee, Motion by Derr to adjourn; seconded by Kuehl. Motion carried. Meeting adjourned at 12:06 p.m.

Dated this 3rd day of March, 2021.

Respectfully submitted,


Karen Kuehl, Secretary